
Northeast Oregon Alliance Regional Strategies Board Rural Investment Fund

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APPLICATION FOR FUNDING ASSISTANCE

For Projects Benefiting the Rural Areas of Umatilla, Union and Wallowa Counties

Please type or print. Use this form, responding only in the space provided.

Applications will be accepted at the above addresses between April 1, 1996 and June 3, 1996.

1. Applicant Information

A. Legal Business Name/Organization: City of Elgin
B. Legal Structure (proprietorship, partnership, corporation, county municipality, port/water/sanitary district): Municipality
C. Address: 100 N 8TH/Po Box 128 Elgin, OR 97827
D. Telephone: (541) 437-2253 FAX: SAME
E. IRS Employer ID: 93-6002155

2. Project Manager Information

A. Name: Joe Garlitz Title: City Recorder/Administrator
B. Organization: Elgin 2010/City Of Elgin
C. Address: 100 N 8TH/Po Box 128 Elgin, OR 97827
D. Telephone: (541) 437-2253 FAX: SAME

3. Rural Investment Fund(RIF) Funding Request

This project is requesting \$ 72,400- in RIF grant funds.

4. Rural Investment Fund Project: Identify the activities involved in the project for which applicant is requesting funding and each activity's source of funds. Important: For any matching cash or in-kind amounts specified, attach either a letter of commitment from the appropriate entity or individual or the first page of an application already submitted for funding (Exhibit A).

Specific Activity	Cash			Recipient	Other Local	In-Kind		Total Expenditures	Completion Date
	RIF	Federal	Other State			Value	Source		
Fill area: 24,000 CuYd						36,000	Boise Cascade	36,000	1983/1984
Public hearing/survey						1,290	City of Elgin/2010	1,290	1992/1995
Conceptual Plan						800	US Forest Service	800	1992
Economic feasibility study				7,360				7,360	1995
Conceptual Design & Soils testing				2,800				2,800	1995
Misc engr services	11,250							11,250	6/97
**Engineering Design	40,000							40,000	6/97
Grant managment	4,000							4,000	6/97
Admin support								2,000	12/97
Legal/Fees				1,000		2,000	City of Elgin	1,500	6/97
*Tech Support	14,150	##		2,000	8,850	500	City of Elgin	25,500	12/97
Contingency	3,000							3,000	12/97
TOTALS	72,400	0	0	13,160	8,850	41,090		135,500	

* Technical support to obtain funding for completion of construction. Matching funds for this item, \$20,650 by City of Elgin, Union County, ##USDA (Exhibit A).
 ** Assumes a construction cost of \$400,000
 ## \$9,800 requested from USFS
 P1- Phase 1 P2- Phase 2 P3- Phase 3: See Item #6

5. How does your project fulfill the mission of the Region's Rural Action Plan? If it does not fulfill the mission of the Rural Action Plan, what exceptional circumstances are associated with the project that should make it eligible for funding?

- Elgin is a rural community and has determined that the Hunaha Park Project is the center piece of its tourism development strategy. The project has been formally endorsed by the City of Elgin, the Elgin Chamber of Commerce and the Elgin 2010 strategic planning group. A community survey and public hearing (Exhibit B) has demonstrated broad public support. The community has determined that tourism is an essential element in diversifying its local economy (Exhibit C), and crucial in fostering the community's future development. (Locally Determined)
- The award of this grant will provide all the necessary engineering, design, studies, surveys, tests, permits, etc. to prepare the project for construction. It will also provide resources for technical support and/or grant writing assistance to obtain construction funding. These RIF grant funds will thus leverage construction grants, (approximately 5 to 1), that will actualize the completion of the Hunaha park project. (Financing Help)
- The completion of the Hunaha park project will have a significant impact on the local economy. The direct economic benefits derived are estimated to be equivalent to 2 to 5 living wage jobs, (Exhibit D); The indirect benefits will be much greater, but not easily quantified. Elgin is in an ideal location for becoming the center of Northeast Oregon recreation and tourist activities for all four seasons. Successful completion of this project will be the foundation of the many other tourist industry opportunities available to our community. The RV park will provide the only over-night camping facility within about 20 miles. The raft launch area will highlight the Grande Ronde River as an easy day float from Elgin to Looking Glass. It will also benefit the existing rafting business. (Economic Development Need)

6. Briefly explain what the RIF project will accomplish:

An RIF award will provide financing, technical assistance and administrative support to bring Phase 1, Phase 2 and Phase 3 of the Hunaha park and raft launch project to completion.

- Phase 1: Obtain environmental assessment, soils classification, boundary survey, title search, site analyses, permits/fees, etc. to allow development of the site; \$12,250.
- Phase 2: Completion of construction engineering of park utilities, roads and structures; design of landscaping, campground and other facilities; \$40,000
- Phase 3: Acquire technical assistance/grant writing expertise to secure a construction financing package (grants, loans, other); \$25,500.

7. Identify work associated with the RIF project that will be completed at a later date (ie, additional phases, etc.):

Upon successful completion of Phase 3, construction (Phase 4) will be completed. Following construction, operation of the park (Phase 5) will begin. With the park operation secure, the interpretive stations and trails will be constructed (Phase 6).

- Phase 4: Construction of the over-night/RV camp ground, day use area, rest rooms and showers, parking and raft launch area; est. \$400,000.
- Phase 5: Operation of park as an over-night/RV and day use park; self financing.
- Phase 6: Construction of interpretive stations and trails along the Grande Ronde River; \$50,000 - \$100,000.

8. Is this project self-sustaining? Explain who will own and improvements associated with the project and how the project will be maintained.

The Hunaha RV and day use park will be a financially self supporting entity. From the beginning days of this project, a primary design objective has been that the park must be self sufficient. An economic assessment of the proposed park, (Exhibit E; Economic Assessment for Hunaha Park, KJC Consulting, 1994), indicates that the park can be a "financially self sustaining entity".

The City of Elgin is owner of the site and will be the owner of all improvements in the park. The City will franchise the management and maintenance of the park. The franchisee will collect user fees, manage the use of the park and do general maintenance. The City will receive a franchise fee that will be held in reserve for long term maintenance requirements.

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9. Is this project included in any local strategic, economic or community development plan(s)? If so, list the plans(s).

Yes, the park is included in all applicable planning documents. It is identified as a park in the Elgin Land Use Plan, Elgin Zoning Ordinance and the Strategic Economic Development Plan of both Elgin and Union County, (Exhibit F). The Hunaha park is a park that was developed at the turn of the century. In the 1950's the facilities fell into disrepair and the park was left unattended. Redevelopment of the park has been a long standing priority of the community and a top priority of Elgin 2010.

10 Provide information regarding any legal, planning and/or political problems associated with the project and the timeline in which they will be remedied.

Research indicates no legal, planning or political problems associated with the development of the park. The City is the owner of the property, it is zoned for park use, a local survey, a public hearing and an information campaign have shown broad public support, (see enclosed exhibits). The park is on the river, however, contacts with the U.S. Fish and Wildlife Service (telephone contact with Cindy Berry and Nancy Lee, May 20-29, 1996, Portland USF&WS) indicate no development barriers.

11. How will the project's success be measured? Propose data to be measured and reported. Examples of the types of measurements that could be utilized follow: dollars leveraged, number of people benefited, sales level increase, project completion (document prepared, construction complete, etc.), cost effectiveness analysis (include description of proposed methodology), jobs created, jobs saved, etc.

Measurement	Base Data	Projected Data			
	7/1/96	12/31/96	12/31/97	12/31/98	12/31/99
Phase 1; Reports/Permits	Output		All		
Phase 2; Constructn design, plans & drawings	Output		All		
Phase 3; Grants/financing for construction	Output		Submit: Aps/Grants	Funding \$400,000	
Phase 4; Park Construction	Output			Constrcn underway	constrcn complete
Phase 5; a) Operation b) Increased sales	a) Output b) Survey: base % retail sales frm travelers				a)Park open. b)Survey: % retail sales frm travelers
Phase 6; Construction of trails/stations	Output				Construct 1999(+)

Description of methodology to be used:

Phase 1 & 2 are output components; the product in hand is the measure of success.

Phase 3 Finance/Grant writing; the outcome is measured by the acquisition of construction funding.

Phase 4 Construction; this is an output component, completion of construction is the measure of success.

Phase 5(a) Operation of the park; the measure of success is the actual operation of the park. Day and over-night use counts will indicate the occupancy rate. Positive Cash flow will indicate the success of the park's financial self sufficiency.

Phase 5(b) Increased retail sales and services; The outcome will be measured by surveying the retailers during 1996 and 1997 to get base data for sales to the traveling public. These surveys will be repeated after the park is operating to measure the impact of increased visitors on retail sales.

Phase 6 Construction of interpretive trails and stations; this is an output component, construction is the measure of success.

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12. Supporting Documents. Provide six copies of the application and the following documentation. Note the appropriate exhibit letter on the documentation. Important: be sure to include *all* applicable exhibits. Applications submitted will be reviewed by staff prior to submission to the board; incomplete applications will be returned without board review.

Be sure to clearly and individually mark "confidential" on any information "of a nature that reasonably should be kept confidential" which the applicant is submitting to the board in confidence (ORS 192.502(3)).

- ♦ Exhibit A: Either a letter of commitment from the appropriate entity (including applicant, if applicable) or the first page of an application already submitted for funding for each cash or in-kind funding amount specified in item 5.

Private applicant only (Public applicant skip to Exhibit N):

- ♦ Exhibit B: Resumes of all principals or owners, which show percentage of ownership.
- ♦ Exhibit C: Certificate of Good Standing (corporations only).
- ♦ Exhibit D: Current Credit Report (non-profits only; others see below).
- ♦ Exhibit E: Federal Tax Returns for last two years (non-profits only; others see below).

Private for-profit businesses also include:

- ♦ Exhibit F: Current Business Credit Report.
- ♦ Exhibit G: Current Personal Credit Reports for all principals or owners of 20% or more.
- ♦ Exhibit H: Business Profit and Loss and Balance Sheets for most recent two full years, plus interim.
- ♦ Exhibit I: Personal Federal Tax Returns for last two years for all principals or owners of 20% or more.
- ♦ Exhibit J: Business Federal Tax Returns for last two years (if filed separately).
- ♦ Exhibit K: One-page detailed description of current facility, machinery and equipment.
- ♦ Exhibit L: Cash flow projections for two years.
- ♦ Exhibit M: Business Plan that includes at a minimum: a brief market analysis, a description of the business and product/service, a description of the project benefits and costs, and qualifications of the business management team.

Public applicants only:

- ♦ Exhibit N: Minutes of the applicant's meeting at which submission of this application was approved.
- ♦ Exhibit O: Comprehensive Annual Financial Reports for last two years of applicant, or if none, reports of the applicant's fiscal agent.
- ♦ Exhibit P: Current Budget of applicant, or if none, budget of the applicant's fiscal agent.

13. Certification:

[Signature]
Signature of Principal/Highest Elected Official

9/25/00
Date

Garry McKee Mayor
Printed Name of Signatory

Joe Garlitz Recorder Administrator
Printed Name of Preparer